

Employee Benefits Survey

Technical Note

The Employee Benefits Survey (EBS) of the Bureau of Labor Statistics (BLS) covers the incidence and characteristics of employee benefit plans, and is conducted jointly with the Bureau's Employment Cost Index. The two surveys cover all private sector establishments (except farms and private households) and State and local governments.

The survey covers full- and part-time employees in the 50 States and District of Columbia. However, industrial and establishment size coverage varies on a rotating basis. In even-numbered reference years, EBS data are collected for small private establishments (those employing fewer than 100 workers) and State and local governments (regardless of employment size). In odd-numbered years, data are collected for medium and large private establishments (those employing 100 workers or more).

Occupational groups

Within each surveyed establishment, data are collected for a sample of all occupations in the establishment. The occupations are selected randomly; the probability of any occupation's selection is related to its employment size relative to total employment in the surveyed establishment.

Benefit areas

BLS requests that surveyed establishments provide data for the sample occupations' work schedules and details of plans in each of the following benefit areas: Paid holidays, vacations, personal leave, funeral leave, military leave, sick leave, jury duty leave, and paid and unpaid family leave; sickness and accident insurance; long-term disability insurance; medical, dental, and vision care; life insurance; defined benefit pension plans; defined contribution plans; flexible benefit plans; and reimbursement accounts.

Data are also collected on the incidence of the following additional benefits: Severance pay, supplemental unemployment benefits, travel accident insurance, nonproduction cash bonuses, child care, elder care, long-term care insurance, wellness programs, recreation facilities, job-related and nonjob-related educational assistance, employee assistance programs, financial counseling, subsidized commuting, sabbatical leave, stock option plans, stock purchase plans, and cash profit-sharing plans.

Survey estimation methods

The survey design uses an estimator that assigns the inverse of each surveyed establishment's probability of selection as a weight to its data. Three weight-adjustment factors are applied to the establishment data. The first factor is introduced to account for establishment nonresponse and the second for occupational nonresponse. A third poststratification factor is introduced to adjust the estimated employment totals to actual counts of the employment by industry for the survey reference date.

There are two procedures used to adjust for missing data from responding establishments. First, imputations for the number of plan participants are made for cases in which this number is not reported. Each of these participant values is imputed by selecting a similar plan from another establishment with similar employment in a similar industry. The participation rate from this selected plan is then used to approximate the number of participants for the plan that is missing a participation value.

Second, imputations for plan provisions are made when they are not available because of an establishment's partial response. These plan provisions are imputed by selecting provisions from a plan from another establishment with similar characteristics.

Regular publications

Estimates from the EBS are published in three bulletins: *Employee Benefits in Small Private Establishments*; *Employee Benefits in Medium and Large Private Establishments*; and *Employee Benefits in State and Local Governments*.

To meet the needs of data users interested in specific benefit topics, EBS data are used to prepare three series of short publications: *Understanding Employee Benefits* is a popularly written series of flyers covering benefits. *Employee Benefits Briefs* are one-page highlights of benefits topics. *Issues in Labor Statistics* is a series of BLS occasional reports that presents information of current interest.

More information may be obtained by writing the Employee Benefits Survey, Bureau of Labor Statistics, 2 Massachusetts Avenue, NE, Room 4160, Washington, DC 20212-0001. Public information is also available by telephone at (202) 606-6222. World Wide Web access: <http://stats.bls.gov>

Table B-1. Percent of employees participating in selected leave benefits by private and public sectors and full-time and part-time status, 1994-95

Employee leave benefits	All employees	Private sector employees	Public sector employees	Full-time employees	Part-time employees
Paid:					
Holidays	73	74	68	84	32
Vacations	77	80	60	88	36
Personal leave	18	15	35	20	8
Funeral leave	56	55	58	64	24
Jury duty leave	66	62	88	75	33
Military leave	31	25	69	37	9
Sick leave	51	45	87	60	15
Family leave	2	2	4	2	(¹)
Unpaid:					
Family leave	62	58	89	69	36

¹ Less than 0.5 percent.

NOTE: Because of rounding, sums of individual items may not equal totals.

Table B-2. Average¹ number of days provided each year² for full-time participants in selected leave plans by private and public sectors, 1994-95

Employee leave benefits	All employees	Public sector employees	Private sector employees	Medium and large private establishment employees	Small private establishment employees
Paid:					
Holidays	8.8	11.5	8.3	9.1	7.5
Vacations by minimum length of service requirement					
After 1 year	9.1	12.3	8.7	9.6	7.8
After 10 years	15.5	18.3	15.2	16.9	13.4
After 15 years	17.1	20.3	16.6	18.9	14.3
After 20 years	18.1	21.9	17.6	20.4	14.8
Personal leave	3.1	3.0	3.1	3.3	2.6
Funeral leave	3.3	3.7	3.2	3.3	3.1
Military leave	14.0	14.0	14.1	14.7	12.0
Unpaid:					
Family leave	82.6	139.5	68.3	69.6	66.0

¹ The average is presented for all covered workers; averages exclude workers without the provision.

² Averages relate to annual provisions for all leave items except for funeral leave, where leave is provided per occurrence.

Table B-3. Percent of full-time employees receiving paid holidays by number of holidays provided each year, medium and large private establishments, 1995

Number of days	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Number with paid holidays (in thousands)	29,663	8,200	7,521	13,942
Total with paid holidays	100	100	100	100
Under 6 days	5	2	5	7
6 days	12	7	17	13
6.1 - 6.9 days	(¹)	(¹)	(¹)	(¹)
7 days	8	5	9	9
7.1 - 7.9 days	(¹)	(¹)	1	(¹)
8 days	10	12	9	8
8.1 - 8.9 days	1	(¹)	(¹)	1
9 days	12	13	11	11
9.1 - 9.9 days	(¹)	(¹)	(¹)	(¹)
10 days	21	21	26	19
10.1 - 10.9 days	(¹)	1	2	-
11 days	14	17	11	14
11.1 - 11.9 days	1	2	1	(¹)
12 days	8	11	5	8
12.1 - 12.9 days	(¹)	(¹)	(¹)	(¹)
13 days	4	4	1	5
Over 13 days	3	2	1	4
Number of days not available	(¹)	1	(¹)	(¹)

¹ Less than 0.5 percent.

NOTE: Because of rounding, sums of individual items may not equal totals.

Table B-4. Percent of full-time employees receiving paid holidays by number of holidays provided each year, small private establishments, 1994

Number of days	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Number with paid holidays (in thousands)	29,555	5,978	10,314	13,263
Total with paid holidays	100	100	100	100
Under 5 days	7	2	5	11
5 days	5	3	6	6
5.1 - 5.9 days	(¹)	(¹)	(¹)	(¹)
6 days	26	18	27	28
6.1 - 6.9 days	1	1	1	1
7 days	16	16	14	18
7.1 - 7.9 days	1	2	1	1
8 days	10	12	11	8
8.1 - 8.9 days	1	1	1	(¹)
9 days	8	12	10	5
9.1 - 9.9 days	1	2	1	1
10 days	10	13	9	8
10.1 - 10.9 days	1	1	(¹)	(¹)
11 days	8	9	8	7
11.1 - 11.9 days	1	1	1	(¹)
12 days	2	2	2	2
12.1 - 12.9 days	(¹)	-	4	-
13 days	1	1	1	1
Over 13 days	1	3	1	1
Number of days not available	1	(¹)	(¹)	1

¹ Less than 0.5 percent.

NOTE: Because of rounding, sums of individual

items may not equal totals. Dash indicates no employees in this category.

Table B-5. Percent of full-time employees receiving paid holidays by number of holidays provided each year, State and local governments, 1994

Number of days	All employees	White-collar employees, except teachers	Teachers	Blue-collar and service employees
Number with paid holidays (in thousands)	9,484	4,931	1,125	3,427
Total with paid holidays	100	100	100	100
Under 5 days	2	1	10	1
5 days	1	1	1	1
5.1 - 5.9 days	(¹)	-	(¹)	-
6 days	2	1	10	2
7 days	2	1	4	3
7.1 - 7.9 days	(¹)	(¹)	(¹)	(¹)
8 days	2	3	3	2
8.1 - 8.9 days	1	1	1	(¹)
9 days	6	7	2	6
9.1 - 9.9 days	(¹)	(¹)	-	(¹)
10 days	18	17	15	21
10.1 - 10.9 days	1	1	3	1
11 days	17	19	5	18
11.1 - 11.9 days	2	3	1	1
12 days	16	19	3	17
12.1 - 12.9 days	2	2	1	2
13 days	13	12	5	17
Over 13 days	14	12	35	10
Number of days not available	(¹)	(¹)	(¹)	-

¹ Less than 0.5 percent.

NOTE: Because of rounding, sums of individual

items may not equal totals. Dash indicates no employees in this category.

Table B-6. Percent of full-time employees receiving paid vacations by number of days provided for selected periods of service, medium and large private establishments, 1995

Vacation policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Number with paid vacations (in thousands)	31,914	9,038	7,999	14,876
Total with paid vacations ¹	100	100	100	100
Vacation days by minimum length-of-service requirement ²				
After 1 year of service:				
Under 5 days	2	1	1	3
5 days	32	8	23	53
Over 5 and under 10 days	2	1	1	4
10 days	43	52	59	29
Over 10 and under 15 days ..	4	7	3	2
15 days	4	9	3	2
Over 15 and under 20 days ..	1	2	1	(³)
20 days	2	7	(³)	(³)
Over 20 days	5	10	5	3
After 3 years of service:				
Under 5 days	(³)	1	(³)	(³)
5 days	5	1	3	9
Over 5 and under 10 days	3	2	1	5
10 days	65	52	75	68
Over 10 and under 15 days ..	7	7	5	8
15 days	7	15	6	3
Over 15 and under 20 days ..	1	2	1	1
20 days	3	8	2	1
Over 20 days	6	11	5	3
After 5 years of service:				
Under 5 days	(³)	(³)	-	(³)
5 days	1	(³)	1	2
Over 5 and under 10 days	2	1	1	3
10 days	39	23	36	51
Over 10 and under 15 days ..	5	6	3	6
15 days	34	38	45	27
Over 15 and under 20 days ..	3	5	2	1
20 days	5	10	4	2
Over 20 days	8	15	7	3
After 10 years of service:				
Under 5 days	(³)	(³)	-	-
5 days	1	(³)	1	2
Over 5 and under 10 days	1	1	(³)	2
10 days	8	3	5	12
Over 10 and under 15 days ..	2	1	1	3
15 days	50	38	59	52
Over 15 and under 20 days ..	6	5	3	8
20 days	19	29	20	13
Over 20 days	10	21	9	5

See footnotes at end of table.

Table B-6. Percent of full-time employees receiving paid vacations by number of days provided for selected periods of service, medium and large private establishments, 1995 — Continued

Vacation policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Vacation days by minimum length-of-service requirement ²				
After 15 years of service:				
Under 5 days	-	-	-	-
5 days	1	(³)	1	2
Over 5 and under 10 days	1	(³)	(³)	1
10 days	7	3	4	11
Over 10 and under 15 days ..	1	1	1	2
15 days	22	14	20	28
Over 15 and under 20 days ..	4	4	2	5
20 days	47	49	59	40
Over 20 and under 25 days ..	4	8	2	2
Over 25 days	7	14	7	3
After 20 years of service:				
Under 5 days	-	-	-	-
5 days	1	(³)	1	2
Over 5 and under 10 days	(³)	(³)	(³)	1
10 days	7	3	4	11
Over 10 and under 15 days ..	1	(³)	(³)	2
15 days	12	6	14	15
Over 15 and under 20 days ..	1	1	1	2
20 days	45	46	55	39
Over 20 and under 25 days ..	5	9	3	4
25 days	14	15	12	15
Over 25 days	9	17	8	5
After 25 years of service:				
Under 5 days	-	-	-	-
5 days	1	(³)	1	2
Over 5 and under 10 days	(³)	(³)	(³)	1
10 days	7	3	4	11
Over 10 and under 15 days ..	1	1	(³)	1
15 days	12	6	14	15
Over 15 and under 20 days ..	1	1	1	1
20 days	30	32	33	27
Over 20 and under 25 days ..	4	7	3	2
25 days	28	29	32	26
Over 25 and under 30 days ..	2	3	2	1
30 days	6	9	4	6
Over 30 days	5	8	5	3
After 30 years of service: ⁴				
Under 5 days	-	-	-	-
5 days	1	(³)	1	2
Over 5 and under 10 days	(³)	(³)	(³)	1
10 days	7	3	4	11
Over 10 and under 15 days ..	1	1	(³)	1
15 days	12	6	14	15

See footnotes at end of table.

Table B-6. Percent of full-time employees receiving paid vacations by number of days provided for selected periods of service, medium and large private establishments, 1995 — Continued

Vacation policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Vacation days by minimum length-of-service requirement ²				
After 30 years of service: ⁴				
Over 15 and under 20 days ..	1	1	1	1
20 days	29	31	33	26
Over 20 and under 25 days ..	4	7	2	3
25 days	25	25	29	22
Over 25 and under 30 days ..	2	3	2	1
30 days	10	14	7	9
Over 30 days	6	8	7	4
Vacation policy not available	2	2	1	3

¹ Employees receiving no paid vacations in their early years of service are included in the overall percentage of workers provided paid vacations; however, they are disregarded in computing the distributions by length of service up to the service period at which they become eligible for vacations.

² Employees either are granted a specific number of days after completion of the indicated length of service, or accrue days during the next

12-month period. The total number of days are assumed available for use immediately upon completion of the described length-of-service interval.

³ Less than 0.5 percent.

⁴ Provisions were virtually the same after longer years of service.

NOTE: Because of rounding, sums of individual items may not equal totals. Dash indicates no employees in this category.

Table B-7. Percent of full-time employees receiving paid vacations by number of days provided for selected periods of service, small private establishments, 1994

Vacation policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Number with paid vacations (in thousands)	31,611	6,075	10,840	14,696
Total with paid vacations ¹	100	100	100	100
Vacation days by minimum length-of-service requirements ²				
After 1 year of service:				
Under 5 days	1	1	1	1
5 days	50	29	46	62
Over 5 and under 10 days	2	2	1	3
10 days	36	50	44	25
Over 10 and under 15 days ..	3	6	4	2
15 days	2	6	1	1
Over 15 and under 20 days ..	1	1	1	(³)
20 days	1	2	1	(³)
Over 20 days	1	3	1	1
After 3 years of service:				
Under 5 days	(³)	1	(³)	(³)
5 days	15	6	12	22
Over 5 and under 10 days	3	3	2	5
10 days	66	63	75	61
Over 10 and under 15 days ..	4	7	5	3
15 days	6	11	4	5
Over 15 and under 20 days ..	1	2	1	(³)
20 days	1	3	1	(³)
Over 20 days	1	4	1	1
After 5 years of service:				
Under 5 days	(³)	1	(³)	(³)
5 days	11	5	8	15
Over 5 and under 10 days	2	3	1	3
10 days	50	39	52	53
Over 10 and under 15 days ..	4	5	4	4
15 days	27	36	30	22
Over 15 and under 20 days ..	1	2	1	(³)
20 days	2	4	2	1
Over 20 days	2	6	1	1
After 10 years of service:				
Under 5 days	(³)	1	(³)	(³)
5 days	10	4	8	14
Over 5 and under 10 days	1	1	(³)	1
10 days	26	16	26	30
Over 10 and under 15 days ..	3	4	2	2
15 days	44	46	48	40
Over 15 and under 20 days ..	3	4	2	3
20 days	10	17	10	6
Over 20 days	3	8	2	2

See footnotes at end of table.

Table B-7. Percent of full-time employees receiving paid vacations by number of days provided for selected periods of service, small private establishments, 1994 — Continued

Vacation policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Vacation days by minimum length-of-service requirements²				
After 15 years of service:				
Under 5 days	(³)	1	(³)	(³)
5 days	10	4	8	14
Over 5 and under 10 days	1	1	(³)	1
10 days	24	15	24	28
Over 10 and under 15 days ..	2	2	2	1
15 days	34	38	36	32
Over 15 and under 20 days ..	2	2	2	1
20 days	22	28	25	17
Over 20 and under 25 days ..	2	3	1	2
25 days	1	2	1	(³)
Over 25 days	3	6	2	1
After 20 years of service:				
Under 5 days	(³)	1	(³)	(³)
5 days	10	4	8	14
Over 5 and under 10 days	1	1	(³)	1
10 days	24	14	24	27
Over 10 and under 15 days ..	1	2	2	1
15 days	29	32	29	28
Over 15 and under 20 days ..	2	2	2	1
20 days	24	29	28	18
Over 20 and under 25 days ..	2	4	1	3
25 days	4	5	4	3
Over 25 days	6	10	6	4
After 25 years of service:				
Under 5 days	(³)	1	(³)	(³)
5 days	10	4	8	14
Over 5 and under 10 days	1	1	(³)	1
10 days	24	14	24	27
Over 10 and under 15 days ..	1	2	2	1
15 days	29	32	28	27
Over 15 and under 20 days ..	2	2	2	1
20 days	21	27	24	16
Over 20 and under 25 days ..	2	3	1	2
25 days	7	8	9	5
Over 25 and under 30 days ..	1	1	(³)	1
30 days	1	2	1	1
Over 30 days	1	2	1	1
After 30 years of service:⁴				
Under 5 days	(³)	1	(³)	(³)
5 days	10	4	8	14
Over 5 and under 10 days	1	1	(³)	1
10 days	24	14	24	27
Over 10 and under 15 days ..	1	2	2	1

See footnotes at end of table.

Table B-7. Percent of full-time employees receiving paid vacations by number of days provided for selected periods of service, small private establishments, 1994 — Continued

Vacation policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Vacation days by minimum length-of-service requirements ²				
After 30 years of service: ⁴				
15 days	28	32	28	27
Over 15 and under 20 days ..	2	2	2	1
20 days	21	27	24	16
Over 20 and under 25 days ..	2	3	1	2
25 days	7	7	9	5
Over 25 and under 30 days ..	(³)	1	(³)	(³)
30 days	2	4	1	1
Over 30 days	2	2	1	1

¹ Employees receiving no paid vacations in their early years of service are included in the overall percentage of workers provided paid vacations; however, they are disregarded in computing the distributions by length of service up to the service period at which they become eligible for vacations.

² Employees either are granted a specific number of days after completion of the indicated length of service, or accrue days during the next

12-month period. The total number of days are assumed available for use immediately upon completion of the described length-of-service interval.

³ Less than 0.5 percent.

⁴ Provisions were virtually the same after longer years of service.

NOTE: Because of rounding, sums of individual items may not equal totals.

Table B-8. Percent of full-time employees receiving paid vacations by number of days provided for selected periods of service, State and local governments, 1994

Vacation policy	All employees	White-collar employees, except teachers	Blue-collar and service employees
Number with paid vacations (in thousands)	8,504	4,777	3,414
Total with paid vacations ¹	100	100	100
Vacation days by minimum length-of-service requirements ²			
After 1 year of service:			
Under 5 days	(³)	(³)	(³)
5 days	6	4	9
Over 5 and under 10 days	3	3	3
10 days	35	29	41
Over 10 and under 15 days ..	34	37	32
15 days	9	12	4
Over 15 and under 20 days ..	2	2	1
20 days	4	4	4
Over 20 and under 25 days ..	5	5	3
25 days	1	(³)	1
Over 25 and under 30 days ..	1	1	1
30 days	(³)	(³)	(³)
Over 30 days	(³)	(³)	(³)
After 3 years of service:			
Under 5 days	(³)	-	(³)
5 days	2	2	1
Over 5 and under 10 days	1	1	1
10 days	32	25	42
Over 10 and under 15 days ..	30	29	29
15 days	17	22	10
Over 15 and under 20 days ..	6	7	4
20 days	5	6	4
Over 20 and under 25 days ..	5	5	4
25 days	1	(³)	1
Over 25 and under 30 days ..	2	1	2
30 days	(³)	(³)	(³)
Over 30 days	(³)	1	(³)
After 5 years of service:			
5 days	(³)	(³)	1
Over 5 and under 10 days	1	1	1
10 days	17	13	23
Over 10 and under 15 days ..	17	17	15
15 days	31	32	31
Over 15 and under 20 days ..	17	19	15
20 days	7	8	5
Over 20 and under 25 days ..	6	7	4
25 days	1	(³)	1
Over 25 and under 30 days ..	1	1	2
30 days	1	1	1
Over 30 days	1	1	1

See footnotes at end of table.

Table B-8. Percent of full-time employees receiving paid vacations by number of days provided for selected periods of service, State and local governments, 1994 — Continued

Vacation policy	All employees	White-collar employees, except teachers	Blue-collar and service employees
Vacation days by minimum length-of-service requirements ²			
After 10 years of service:			
Under 5 days	(³)	(³)	(³)
5 days	(³)	(³)	1
Over 5 and under 10 days	(³)	(³)	1
10 days	4	3	5
Over 10 and under 15 days ..	2	2	3
15 days	27	27	31
Over 15 and under 20 days ..	26	30	17
20 days	21	20	23
Over 20 and under 25 days ..	10	9	10
25 days	3	3	3
Over 25 and under 30 days ..	4	3	4
30 days	(³)	(³)	(³)
Over 30 days	2	2	2
After 15 years of service:			
Under 5 days	(³)	(³)	(³)
5 days	(³)	(³)	1
Over 5 and under 10 days	(³)	-	(³)
10 days	3	2	4
Over 10 and under 15 days ..	1	1	1
15 days	10	8	13
Over 15 and under 20 days ..	20	21	17
20 days	28	29	27
Over 20 and under 25 days ..	23	24	21
25 days	4	3	6
Over 25 and under 30 days ..	7	7	7
30 days	1	1	1
Over 30 days	4	5	2
After 20 years of service:			
Under 5 days	(³)	(³)	(³)
5 days	(³)	(³)	1
Over 5 and under 10 days	(³)	-	(³)
10 days	3	2	3
Over 10 and under 15 days ..	1	1	1
15 days	5	5	6
Over 15 and under 20 days ..	5	6	5
20 days	23	23	26
Over 20 and under 25 days ..	34	40	23
25 days	12	8	18
Over 25 and under 30 days ..	10	9	13
30 days	2	2	1
Over 30 days	4	5	3
After 25 years of service:			
Under 5 days	(³)	(³)	(³)
5 days	(³)	(³)	1

See footnotes at end of table.

Table B-8. Percent of full-time employees receiving paid vacations by number of days provided for selected periods of service, State and local governments, 1994 — Continued

Vacation policy	All employees	White-collar employees, except teachers	Blue-collar and service employees
Vacation days by minimum length-of-service requirements ²			
After 25 years of service:			
Over 5 and under 10 days	(³)		(³)
10 days	3	2	3
Over 10 and under 15 days ..	1	1	1
15 days	5	5	6
Over 15 and under 20 days ..	4	4	4
20 days	19	18	21
Over 20 and under 25 days ..	31	35	21
25 days	14	13	17
Over 25 and under 30 days ..	13	12	15
30 days	5	5	7
Over 30 days	4	5	3
After 30 years of service: ⁴			
Under 5 days	(³)	(³)	(³)
5 days	(³)	(³)	1
Over 5 and under 10 days	(³)	-	(³)
10 days	3	2	3
Over 10 and under 15 days ..	1	1	1
15 days	5	5	6
Over 15 and under 20 days ..	4	4	4
20 days	19	18	21
Over 20 and under 25 days ..	30	34	20
25 days	13	12	15
Over 25 and under 30 days ..	14	13	15
30 days	7	5	9
Over 30 days	4	6	3

¹ Employees receiving no paid vacations in their early years of service are included in the overall percentage of workers provided paid vacations; however, they are disregarded in computing the distributions by length of service up to the service period at which they become eligible for vacations of the described length-of-service interval. Although included in the total for all employees, data were insufficient to show teachers separately.

² Employees either are granted a specific number of days after completion of

the indicated length of service, or accrue days during the next 12-month period. The total number of days are assumed available for use immediately upon completion of the described length-of-service interval.

³ Less than 0.5 percent.

⁴ Provisions were virtually the same after longer years of service.

NOTE: Because of rounding, sums of individual items may not equal totals. Where applicable, dash indicates no employees in this category.

Table B-9. Percent of full-time employees receiving paid personal leave by number of days provided each year, medium and large private establishments, 1995

Number of days	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Number with personal paid leave (in thousands)	7,372	2,253	2,753	2,366
Total with personal paid leave	100	100	100	100
1 day	16	16	12	21
2 days	34	22	45	33
3 days	17	18	15	17
4 days	11	13	10	9
5 days	10	14	6	10
More than 5 days	8	11	7	7
No maximum specified ¹	3	4	2	3
Number of days not available	1	1	2	1
Average days per year	3.3	3.9	3.0	3.2

¹ Personal leave provided as needed.

items may not equal totals.

NOTE: Because of rounding, sums of individual

Table B-10. Percent of full-time employees receiving paid personal leave by number of days provided each year, small private establishments, 1994

Number of days	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Number with personal paid leave (in thousands)	4,557	1,408	1,924	1,225
Total with personal paid leave	100	100	100	100
1 day	13	11	11	17
2 days	37	40	43	27
3 days	18	20	16	20
4 days	5	4	6	3
5 days	9	6	9	12
More than 5 days	2	1	3	1
No maximum specified ¹	16	18	12	19
Varies by length of service ²	6	4	8	5
Number of days not available	(³)	-	1	(³)
Average days per year	2.6	2.5	2.7	2.7

¹ Personal leave provided as needed.

² The maximum number of days provided was included in the distribution of personal leave days.

³ Less than 0.5 percent.

NOTE: Because of rounding, sums of individual items may not equal totals. Dash indicates no employees in this category.

Table B-11. Percent of full-time employees receiving paid personal leave by number of days provided each year, State and local government establishments, 1994

Number of days	All employees	White-collar employees, except teachers	Teachers	Blue-collar and service employees
Number with personal paid leave (in thousands)	4,886	1,718	1,990	1,178
Total with personal paid leave	100	100	100	100
1 day	10	12	9	8
2 days	31	21	47	20
3 days	31	34	28	31
4 days	13	15	5	23
5 days	10	15	5	13
More than 5 days	3	2	4	4
No maximum specified ¹	1	(²)	2	1
Varies by length of service ³	7	11	3	7
Number of days not available	1	(²)	1	(²)
Average days per year	3.0	3.1	2.8	3.2

¹ Personal leave provided as needed.

² Less than 0.5 percent.

³ The maximum number of days provided was

included in the distribution of personal leave days.

NOTE: Because of rounding, sums of individual items may not equal totals.

Table B-12. Percent of full-time private sector employees receiving unpaid family leave¹ by maximum duration of benefits, 1994-95

Duration	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Medium and large private establishments, 1995:				
Number with unpaid family leave (in thousands)	28,033	8,315	6,955	12,763
Total with unpaid family leave ..	100	100	100	100
Under 12 weeks	1	1	1	1
12 weeks	86	82	82	91
Over 12 weeks	13	17	17	8
Average weeks	13.9	14.5	14.5	13.2
Small private establishments, 1994:				
Number with unpaid family leave (in thousands)	17,018	3,515	5,812	7,691
Total with unpaid family leave ..	100	100	100	100
Under 12 weeks	7	7	6	8
12 weeks	79	76	79	81
Over 12 weeks	13	18	14	10
Varies ²	2	1	3	1
Average weeks	13.2	13.8	13.0	13.0

¹ Includes only plans that allowed a fixed number of unpaid leave days.

² The maximum number of weeks available was included in the distribution of unpaid family

leave weeks.

NOTE: Because of rounding, sums of individual items may not equal totals.

Table B-13. Percent of full-time public sector employees receiving unpaid family leave¹ by duration of benefits, 1994

Duration	All employees	White-collar employees, except teachers	Teachers	Blue-collar and service employees
Number with unpaid family leave (in thousands)	11,983	5,312	3,288	3,383
Total with unpaid family leave	100	100	100	100
Under 12 weeks	1	1	1	1
12 weeks	67	64	72	68
Over 12 weeks	32	35	27	31
Varies ²	6	6	6	5
Average weeks	27.9	27.2	25.4	31.4

¹ Includes only plans that allowed a fixed number of unpaid leave days.

² The maximum number of weeks available was included in the distribution of unpaid family

leave weeks.

NOTE: Because of rounding, sums of individual items may not equal totals.

Table B-14. Percent of full-time employees by sick leave provision provided at selected periods of service, medium and large private establishments, 1995

Sick leave policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Number provided annual sick leave (in thousands)	17,962	6,196	5,975	5,791
Total provided annual sick leave ¹	100	100	100	100
Sick leave days by minimum length-of-service requirement ²				
After 1 year of service:				
Under 5 days	6	2	4	12
5 and under 10 days	41	29	49	45
10 and under 15 days	34	44	29	27
15 and under 30 days	11	15	12	7
30 and under 60 days	2	3	1	1
60 and under 120 days	1	1	1	1
120 and under 180 days	1	1	(³)	1
180 days or more	(³)	(³)	(³)	(³)
After 5 years of service:				
Under 5 days	6	2	4	13
5 and under 10 days	40	27	47	46
10 and under 15 days	31	41	27	25
15 and under 30 days	6	7	5	5
30 and under 60 days	6	9	4	4
60 and under 120 days	9	10	11	5
120 and under 180 days	1	3	(³)	1
180 days or more	(³)	(³)	(³)	(³)
After 10 years of service:				
Under 5 days	5	2	3	10
5 and under 10 days	40	27	47	48
10 and under 15 days	31	41	26	25
15 and under 30 days	5	7	4	5
30 and under 60 days	3	5	2	3
60 and under 120 days	9	13	8	6
120 and under 180 days	4	5	6	1
180 days or more	(³)	(³)	(³)	(³)
After 15 years of service:				
Under 5 days	5	2	3	10
5 and under 10 days	40	27	47	48
10 and under 15 days	31	41	26	25
15 and under 30 days	5	7	4	5
30 and under 60 days	3	4	2	2
60 and under 120 days	7	11	6	5
120 and under 180 days	7	8	9	3
180 days or more	(³)	(³)	(³)	(³)

See footnotes at end of table.

Table B-14. Percent of full-time employees by sick leave provision provided at selected periods of service, medium and large private establishments, 1995 — Continued

Sick leave policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Sick leave days by minimum length-of-service requirement ²				
After 20 years of service:				
5 and under 10 days	40	27	47	48
10 and under 15 days	31	41	26	25
15 and under 30 days	5	7	4	5
30 and under 60 days	3	4	2	2
60 and under 120 days	6	8	5	4
120 and under 180 days	6	9	7	3
180 days or more	2	2	3	2
After 25 years of service: ⁴				
Under 5 days	5	5	3	9
5 and under 10 days	41	27	47	49
10 and under 15 days	31	41	26	25
15 and under 30 days	5	7	4	5
30 and under 60 days	3	4	2	2
60 and under 120 days	4	6	4	3
120 and under 180 days	8	12	8	3
180 days or more	2	3	3	2

¹ Employees receiving partial pay only or no sick leave in their early years of service were included in the overall percentage of workers provided sick leave; however, they are disregarded in computing the distributions by length of service up to the service period at which they become eligible for full sick leave pay.

² Employees either are granted a specific number of days after completion of the indicated length of service, or accrue days during the next

12-month period. The total number of days are assumed available for use immediately upon completion of the described length-of-service interval.

³ Less than 0.5 percent.

⁴ Provisions were virtually the same after longer years of service.

NOTE: Because of rounding, sums of individual items may not equal totals.

Table B-15. Percent of full-time employees by sick leave provision provided at selected periods of service, small private establishments, 1994

Sick leave policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Number provided annual sick leave (in thousands)	15,286	3,678	5,997	5,611
Total provided annual sick leave ¹	100	100	100	100
Sick leave days by minimum length-of-service requirement ²				
After 1 year of service:				
Under 5 days	13	7	11	17
5 and under 10 days	56	50	62	53
10 and under 15 days	25	34	21	23
15 and under 30 days	2	5	2	1
30 and under 60 days	1	2	2	1
60 and under 120 days	(³)	(³)	(³)	(³)
120 and under 180 days	1	(³)	(³)	1
After 5 years of service:				
Under 5 days	11	6	10	16
5 and under 10 days	55	49	61	53
10 and under 15 days	25	33	21	24
15 and under 30 days	3	4	2	2
30 and under 60 days	2	4	2	1
60 and under 120 days	2	2	3	1
120 and under 180 days	1	1	(³)	1
180 days or more	(³)	(³)	(³)	-
After 10 years of service:				
Under 5 days	11	6	10	15
5 and under 10 days	53	49	59	50
10 and under 15 days	26	33	22	25
15 and under 30 days	3	5	3	3
30 and under 60 days	1	3	1	1
60 and under 120 days	2	3	2	2
120 and under 180 days	1	1	1	1
180 days or more	(³)	(³)	(³)	-
After 15 years of service:				
Under 5 days	11	6	10	15
5 and under 10 days	53	49	59	50
10 and under 15 days	25	33	20	24
15 and under 30 days	4	5	5	4
30 and under 60 days	1	3	1	1
60 and under 120 days	2	2	2	1
120 and under 180 days	2	2	2	2
180 days or more	(³)	(³)	1	-
After 20 years of service:				
Under 5 days	11	6	10	15
5 and under 10 days	53	49	59	50
10 and under 15 days	25	33	20	24
15 and under 30 days	4	5	5	4

See footnotes at end of table.

Table B-15. Percent of full-time employees by sick leave provision provided at selected periods of service, small private establishments, 1994 — Continued

Sick leave policy	All employees	Professional, technical, and related employees	Clerical and sales employees	Blue-collar and service employees
Sick leave days by minimum length-of-service requirement²				
After 20 years of service:				
30 and under 60 days	1	2	1	1
60 and under 120 days	1	2	2	(³)
120 and under 180 days	2	2	2	3
180 days or more	(³)	(³)	1	-
After 25 years of service: ⁴				
Under 5 days	11	6	20	15
5 and under 10 days	53	48	59	50
10 and under 15 days	25	33	20	24
15 and under 30 days	4	5	5	4
30 and under 60 days	1	2	1	1
60 and under 120 days	1	1	2	(³)
120 and under 180 days	3	3	2	3
180 days or more	(³)	(³)	1	(³)

¹ Employees receiving partial pay only or no sick leave in their early years of service were included in the overall percentage of workers provided sick leave; however, they are disregarded in computing the distributions by length of service up to the service period at which they become eligible for full sick leave pay.

² Employees either are granted a specific number of days after completion of the indicated length of service, or accrue days during the next

12-month period. The total number of days are assumed available for use immediately upon completion of the described length-of-service interval.

³ Less than 0.5 percent.

⁴ Provisions were virtually the same after longer years of service.

NOTE: Because of rounding, sums of individual items may not equal totals. Dash indicates no employees in this category.

Table B-16. Percent of full-time employees by sick leave provision provided at selected periods of service, State and local governments, 1994

Sick leave policy	All employees	White-collar employees, except teachers	Teachers	Blue-collar and service employees
Number provided annual sick leave (in thousands)	11,880	5,253	3,237	3,390
Total provided annual sick leave ¹	100	100	100	100
Sick leave days by minimum length-of-service requirement ²				
After 1 year of service:				
Under 5 days	(³)	-	-	(³)
5 and under 10 days	9	8	10	9
10 and under 15 days	72	73	66	76
15 and under 30 days	18	19	20	14
30 and under 60 days	1	(³)	4	(³)
60 days or more	(³)	(³)	(³)	(³)
After 5 years of service:				
Under 5 days	(³)	-	-	(³)
5 and under 10 days	8	7	10	8
10 and under 15 days	70	72	63	74
15 and under 30 days	20	20	22	17
30 and under 60 days	1	(³)	4	(³)
60 days or more	(³)	(³)	(³)	(³)
After 10 years of service:				
Under 5 days	(³)	-	-	(³)
5 and under 10 days	8	7	10	8
10 and under 15 days	68	70	63	71
15 and under 30 days	21	22	22	19
30 and under 60 days	1	(³)	4	(³)
60 days or more	(³)	(³)	(³)	(³)
After 15 years of service:				
Under 5 days	(³)	-	-	(³)
5 and under 10 days	8	7	10	8
10 and under 15 days	68	70	63	71
15 and under 30 days	21	22	22	19
30 and under 60 days	1	(³)	4	-
60 days or more	(³)	(³)	(³)	1
After 20 years of service: ⁴				
Under 5 days	(³)	-	-	(³)
5 and under 10 days	8	7	10	8
10 and under 15 days	68	70	63	71
15 and under 30 days	21	22	22	19
30 and under 60 days	1	1	4	(³)
60 days or more	(³)	(³)	(³)	1

¹ Employees receiving partial pay only or no sick leave in their early years of service were included in the overall percentage of workers provided sick leave; however, they are disregarded in computing the distributions by length of service up to the service period at which they become eligible for full sick leave pay.

² Employees either are granted a specific number of days after completion of the indicated length of service, or accrue days during the next

12-month period. The total number of days are assumed available for use immediately upon completion of the described length-of-service interval.

³ Less than 0.5 percent.

⁴ Provisions were virtually the same after longer years of service.

NOTE: Because of rounding, sums of individual items may not equal totals. Dash indicates no employees in this category.